

## **FIRE COMMISSION MINUTES Thursday Aug. 27, 2015, 2015 LETA VAUGHN**

### **Call to order 7:01**

**Attending:** All Commissioners, Chief Ron Drake, Jazmine Duncan, Ron Mengel, Mitch Stock, Floyd Stroughton

**-Approval of Minutes** Bob R. motions, Leta seconds, unanimously approved.

**-Public Comment:** none

### **-Fire Chief's Report: Ron Drake**

One fire on east side of round mountain, lightning strike was not paged out.

Mitch installed new keypad on station 2 door.

Lightning strike caused a power outage at station 1 on the 17<sup>th</sup> of August. It blew out the transformer outside & also damaged the phone line and the computer & answering machine inside. Computer needs to be replaced. Ron D. bought a surge protector for station 1 for new equipment.

New hardtop for 5 ton arrived and will be installed soon. Had a helicopter evacuation from church for an ill community member.

Ron received a letter from state auditor that says they want all districts to start doing a form that requires the chairman to fill out- Bob R. will look it over and see what we need to do.

The vacant lot on Chamisa/Castle Valley Drive that has the well the fire dept. and town use to fill tanks may come up for sale. Don Bowthorpe who owns the lot is ill and may be willing to sell it to us. Maybe have the Town go in on it with us.

Don Knowles gave \$100 donation for a party or bb-q for all fire members.

### **-Treasurer's Report: Bob Russell**

**--Financial accounting update (ongoing)**

**--Discussion and possible action on policies/procedures for department/district purchasing, accounting, reporting and record-keeping (ongoing)**

**--Discussion and possible action on budget approval process, amendments, and reporting (ongoing)**

Budget reports has nothing out of the norm. Money from county will be here in December. A donation of \$1000 was given by Day Star construction manager.

We will need to amend the budget to make room for more spending on the new 5 ton engine. We must approve the proposed amended budget next month and the following month have a public hearing, then approve it fully.

Be sure to put notice of public hearing before regular meeting in October.

### **-State/County/Town Hazard Mitigation Planning update: Jazmine Duncan/Bob Russell**

Worked through review tool from state & another draft will be ready for a public hearing in October with the intent of getting fully approved by November.

**-Emergency Medical Responder Report: Bob Russell** New EMR training will be held Oct 6 through 15 in Moab. We need to post a flyer somewhere.

**-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL): Bob Lippman** need to schedule chipper day

**-Discussion and possible action on clarifying financing/purchasing policy: Bob Russell** Current purchasing policy does not allow spending over \$10,000 without a big effort. In planning for new 5 ton engine's equipment we will need more flexibility to purchase big items such as the pump and tank. Bob R. motions to modify section of purchasing policy that says "purchases or expenditures exceeding \$10,000" to say \$50,000. Leta seconds, passes unanimously. We will come back to this next month and clarify this section of the policy.

Bob Russell proposes to split these big purchases between this year and next years budgets.

**-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: development of standard operating guidelines, policies and procedures** nothing new

**-Discussion and possible action regarding the BLM travel/roads plan for Castle Valley: Jazmine Duncan** Fire District and Town need to get recommendations written and to BLM by the end of the month. We need to specify any roads on the map that are earmarked for being closed if we want them to remain open. On any closed road there will be signage first and if the road is still being used they will destroy the road to keep from passing. Nothing really affects emergency access.

Bob R motions that Bob Lippman write a memo and submit it to the Town with our views and must be in by Monday afternoon the 31<sup>st</sup>. Content of memo will be to agree to closures as set forth on the map but may want to see maintenance and track access and use of roads. Will voice concern about a passable evacuation road. Also to add concerns about campfires ask & them to sign closed areas. Leta seconds, unanimous.

**-Discussion and possible action regarding the Moab training scheduled for October** UFRA will be training a limited set of courses in Moab in October. There is a list of courses in Straight Tip Magazine. The article was vague on how to sign up. Jaz is also talking to Moab fire about a combined training.

**-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc.** None

**Adjourn** Leta motions, Bob Russell seconds, unanimous @ 8:26